



OCCS

OFFICER CANDIDATE SCHOOL

INFORMATION AND
APPLICATION REQUIREMENTS
SOUTH DAKOTA ARMY NATIONAL GUARD



The South Dakota Army National Guard is looking for leaders to take our organization into the future. By entering the Army National Guard Officer Candidate School (OCS) program you have an opportunity to become a leader in tomorrow's South Dakota Army National Guard. The skills and training that you acquire as an Officer Candidate help prepare you for the challenges that lay ahead as a commissioned officer. As a commissioned officer you will acquire leadership and management skills that are in high demand in the military, as well as, in your civilian career.

COURSE OVERVIEW

The State OCS option (Traditional Course) is a 14 month federally recognized and accredited course of instruction conducted from June to August of the following year. Upon commissioning, each officer must attend Basic Officer Leader's Course (BOLC) II and III in the branch to which he or she is assigned.

PHASE O

One weekend drill will be held each month in February through May conducted at Fort Meade, South Dakota. Administrative in-processing is conducted to ensure all applicants meet the minimum enrollment criteria. Physicals, drill and ceremony, physical fitness, and land navigation training are conducted in preparation for Phase I. Applicants must pass an Army Physical Fitness Test (APFT) during this phase prior to being accepted into the program. Applicants are in a Inactive Duty Training (IDT)/Temporary Duty (TDY) split training status until they are attached to the 196th Regional Training Institute (RTI). The soldier will receive a split training certificate from the (RTI) following drill weekend. In May, Officer Candidates will be enrolled in ATRRS and promoted to E-6 in preparation for Phase I.

PHASE I

Candidates will report to the 196th Regional Training Institute located at Fort Meade, South Dakota and will receive instruction on land navigation, training management and testing to determine proficiency.



PHASE II (Traditional)

Inactive Duty Training (IDT) weekends will take place from July to June of the following year. Candidates are attached to their State Regional Training Institute (RTI) OCS Company and will perfect the skills learned in Phase I. In addition, they will concentrate on military subjects such as ethics, military justice, physical fitness, logistics, communications, personnel administration, NBC, tactics and patrolling.

PHASE III

A two-week annual training is traditionally held in July. Candidates will report to Fort Meade, SD where they will be evaluated on tactics, patrolling, and leadership skills at the squad and platoon level. Upon completion, candidates may be commissioned pending federal recognition.

OCS ENROLLMENT REQUIREMENTS

CIVILIAN EDUCATION

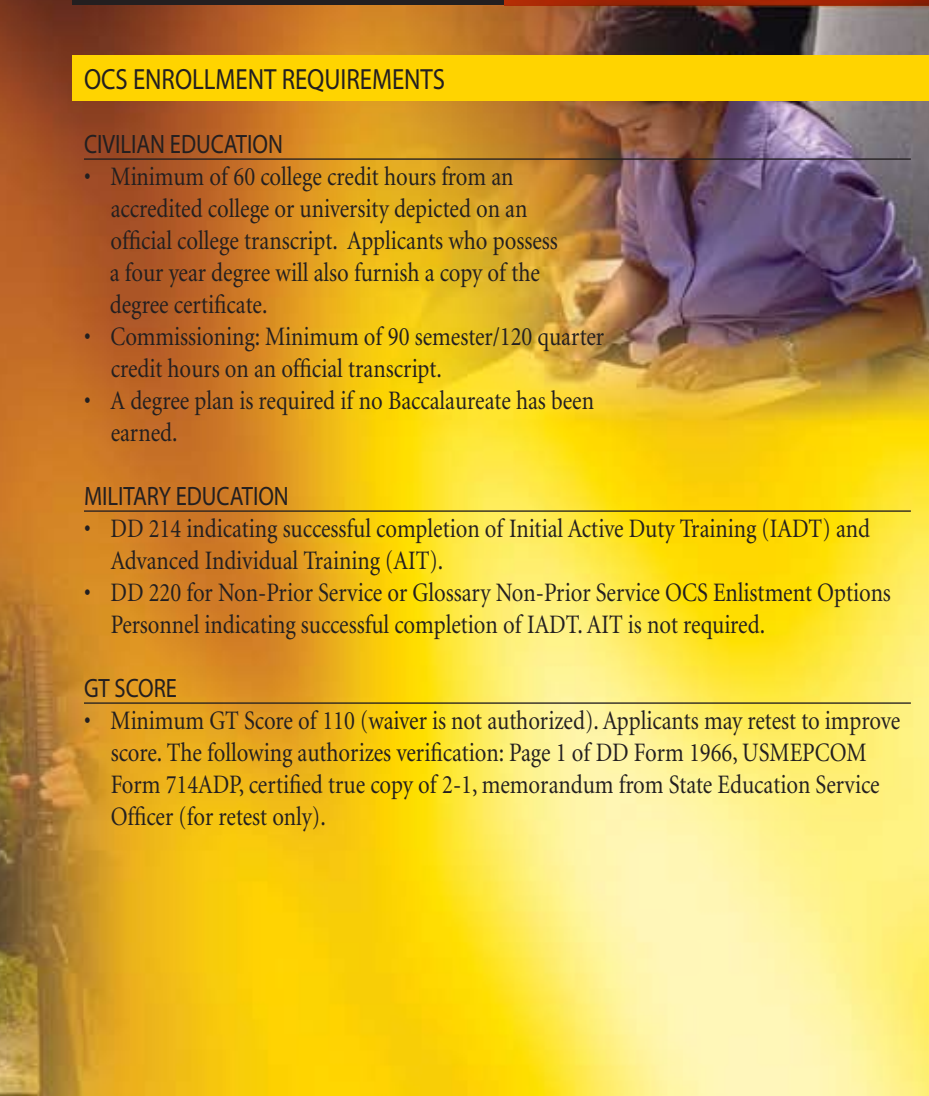
- Minimum of 60 college credit hours from an accredited college or university depicted on an official college transcript. Applicants who possess a four year degree will also furnish a copy of the degree certificate.
- Commissioning: Minimum of 90 semester/120 quarter credit hours on an official transcript.
- A degree plan is required if no Baccalaureate has been earned.

MILITARY EDUCATION

- DD 214 indicating successful completion of Initial Active Duty Training (IADT) and Advanced Individual Training (AIT).
- DD 220 for Non-Prior Service or Glossary Non-Prior Service OCS Enlistment Options Personnel indicating successful completion of IADT. AIT is not required.

GT SCORE

- Minimum GT Score of 110 (waiver is not authorized). Applicants may retest to improve score. The following authorizes verification: Page 1 of DD Form 1966, USMEPCOM Form 714ADP, certified true copy of 2-1, memorandum from State Education Service Officer (for retest only).



OCS ENROLLMENT REQUIREMENTS CONTINUED

ARMY PHYSICAL FITNESS TEST

- Must successfully pass a State RTI administered Record APFT prior to admission to Phase I and again within 60 days prior to entering Phase III.
- Commissioning: Must successfully complete an APFT during Phase II.

HEIGHT/WEIGHT

- Must meet height/weight requirements IAW current AR 600-9 and annotated on a DA Form 5500-5501 prior to admission to Phase I and maintain standards.

SOCIAL SECURITY CARD

- Copy

MEDICAL EXAMINATION

- Chapter 2 Commissioning Physical or Class 1 Flight Physical must be conducted prior to start of Phase I and must be within 24 months of commissioning date.
- Commissioning: Medical standards as prescribed in AR 40-501 chapter 2.

BIRTH CERTIFICATE

- Copy

AGE

- Minimum age for appointment is 18 years.
- Individuals can be appointed prior to the age of 30 with no waiver required.
- The State Adjutant General may grant age waivers prior to an individual's 35th birthday.
- Waiver requests must be submitted for applicants over age 35 to NGB-ARH. Must be able to be commissioned prior to age 40. This exception to policy request must include:
 1. Letters of recommendation/endorsement from individual's chain of command.
 2. Copy of Birth Certificate.
 3. Copy of DD 214 for prior service.

CITIZENSHIP

- Be a citizen by birth or naturalization.
- Naturalization Citizen: Provide proof of Naturalization utilizing Figure 3-1, NGR 600-100.
- If not a citizen, you must provide proof of application for citizenship (citizenship is required for Phase III enrollment).
- Commissioning: U. S. Citizenship required (no waiver authorized).





CIVILIAN BACKGROUND

- Local Police Records Check. (Ask Unit Administrator for assistance to obtain a Local Police Records Check to determine if Conviction Waiver (DD Form 369 dated Sept. 83) is required.

SECRET SECURITY CLEARANCE

- Commissioning: Must possess Secret or higher security clearance.
- Ask Unit Administrator for assistance in obtaining a Secret Clearance verification statement, signed by the State Security Manager, annotated that a SF 86 is on file in your Candidate's Personnel Folder.
- Proof that a Secret Security Clearance was requested and an interim clearance granted prior to commissioning.

LETTER OF RECOMMENDATION

- From commander recommending applicant for OCS enrollment.
- OCS Enlistment Option , 09S - Must meet with Officer Strength Manager (OSM) or RTI Staff prior to enlistment to verify qualifications and motivation.

AUTOBIOGRAPHY

- As per OCS Student Guide. (Ask the Unit Administrator for assistance in obtaining a copy of the OCS Student Guide.)

WAIVERS

- Must show proof that waiver request was submitted prior to Phase I.
- A General Counseling form, DA Form 4856, indicating individual will be released from the program if the waiver is not approved must be signed by the candidate.
- Copy of the request for waiver with the general counseling form, or the approved waiver, must be in the student folder prior to Phase I.

WAIVER REQUESTS

- All requests for waivers must be submitted through official channels by the Unit Commander or Officer Strength Manager. Individual soldiers applying for enrollment into an OCS course are not authorized to apply for a waiver directly.

REQUIREMENT CHECKLIST (Provided in Figure 1)

DOCUMENT CHECKLIST (Provided in Figure 2)

REQUIREMENT CHECKLIST – STATE OCS (Figure 1)

REQUIREMENT	PH I	PH II	PH III	COMM
CIVILIAN EDUCATION				
Minimum 60 credits	•	•		
Minimum 90 credits			•	•
MILITARY EDUCATION				
DD 214	•	•	•	•
DD 220 (OCS Enlistment Option)	•	•	•	•
SAT/ACT SCORE				•
GT SCORE				
Minimum of 110	•	•	•	•
APFT				
Pass Prior to Phase I	•	•	•	•
HEIGHT/WEIGHT	•	•	•	•
SOCIAL SECURITY CARD	•	•	•	•
MEDICAL EXAM				
Chapter II Commissioning or Class I Flight Physical within 24 months of appointment	•	•	•	•
BIRTH CERTIFICATE	•	•	•	•
AGE				
Minimum 18, Maximum 30	•	•	•	•
Maximum 35 years (TAG Waiver)				
Submitted	•	•		
Approved			•	•
Over 35 years (NGB Waiver)				
Submitted	•	•		
Approved			•	•
U.S. CITIZENSHIP				
Request Submitted	•	•		
Citizenship Approved			•	•
SECURITY CLEARANCE				
Request Submitted and an interim clearance granted prior to graduation			•	
Secret Approved			•	•
LETTER OF RECOMMENDATION				
From Chain-of-Command	•	•	•	•
AUTOBIOGRAPHY	•	•	•	•
ANNUAL TRAINING ORDER	•	•	•	•
ATTACHMENT ORDER	•	•	•	•
PROMOTION ORDER	•	•	•	•

STATE OCS DOCUMENT CHECKLIST (Figure 2)

ITEM	REQUIREMENT	DOCUMENT
CIVILIAN EDUCATION	Minimum of 60 Credits	Official College Transcript Certified True Copy
MILITARY EDUCATION	Basic & AIT Training	DD 214 & DD 220 (OCS Enlistment Option)
GT SCORE	Minimum of 110	USMEPCOM Form 714ADP Page 1 DD Form 66 Certified 2-1
APFT	State RTI Administered	DA Form 705
HEIGHT/WEIGHT	State RTI Administered	DA 5500-5501
SOCIAL SECURITY CARD		Copy
MEDICAL	Commissioning Physical Flight Physical	DD 2808 & DD 2807-1 (IAW CH 2 AR 40-501)
MEDICAL WAIVER (If Required)	Counseling & Request Approval	DA Form 4856 & Request Appropriate Documentation
BIRTH CERTIFICATE		Copy
AGE WAIVER (If Required)	Counseling & Request Approval	DA Form 4856 & Request Appropriate Documentation
U.S. CITIZENSHIP	Naturalization Statement	NGR 600-100, Figure 3-1
If Not US Citizen	Proof of Application & Counseling	DA Form 4856
CIVILIAN BACKGROUND	Request Local Police Record Check	DA Form 369
SECURITY CLEARANCE REQUEST	Initiated 10 Months Prior to Commissioning Counseling	DA Form 5247 R DA Form 4856
SECURITY CLEARANCE	Existing Secret Clearance	Affidavit from State Security Manager
CONVICTION WAIVER (If Required)	Request Approval	DA Form 4856 Appropriate Documentation
LETTER OF RECOMMENDATION	Not Required for OCS Enlistment Option Personnel	From Chain-of-Command
AUTOBIOGRAPHY		Original
ANNUAL TRAINING ORDER		Copy
ATTACHMENT ORDER		Copy
PROMOTION ORDER		Copy

**SOUTH DAKOTA
ARMY NATIONAL GUARD**

196th RTI

P.O. Box 317, Building 60
Fort Meade, South Dakota 57741
605.737.6464

**FOR ADDITIONAL
INFORMATION CONTACT:**

Officer Strength Manager

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Rapid City, South Dakota 57702
605.737.6753
605.977.2994

NATIONAL GUARD INFORMATION

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www.sdguard.com

